



JAMES A. NOYES, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
www.ladpw.org

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE
REFER TO FILE: **WM-7**

January 16, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**BALLONA CREEK WATERSHED MANAGEMENT PLAN
AWARD CONSULTANT SERVICES AGREEMENT
SUPERVISORIAL DISTRICTS 2, 3, AND 4
3 VOTES**

IT IS RECOMMENDED THAT YOUR BOARD:

Award and authorize the Director of Public Works or his designee to execute a Consultant Services Agreement with EIP Associates to prepare the Ballona Creek Watershed Management Plan (BCWMP) in cooperation with the Ballona Creek Watershed Task Force for a not to exceed fee of **\$220,000, including \$20,000 for unforeseen work**, to be funded through Proposition 13 Grant Funds and Flood Control District Funds and establish the effective date following Board approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Ballona Creek Watershed is comprised of all or parts of the Cities of Beverly Hills, Culver City, Inglewood, Los Angeles, Santa Monica, West Hollywood, and the unincorporated County of Los Angeles. The BCWMP will describe the environmental and physical state of the watershed, address issues of importance in the watershed, and propose watershed management projects that will protect and enhance its environment and beneficial uses.

Watershed management encompasses a wide variety of projects that provide flood protection, water quality improvement, recreation, habitat enhancements, and quality of life improvements. EIP Associates has assembled a team of individuals with expertise in the various aspects of watershed management to create the BCWMP.

Following completion of the BCWMP, which is tentatively scheduled for September 2004, we plan to return to your Board to adopt and support implementation of the BCWMP.

Implementation of Strategic Plan Goals

The creation of the BCWMP is consistent with the County Strategic Plan Goal of Organizational Effectiveness and Fiscal Responsibility by fostering public and private partnerships and collaboration across jurisdictional boundaries.

FISCAL IMPACT/FINANCING

On July 2, 2002, your Board approved and signed a Resolution with the California State Water Resources Control Board (SWRCB) to receive reimbursable grant funding of \$200,000 and authorized the Director of Public Works to enter into a contract with the SWRCB for this study.

The Consultant Services Agreement to create the BCWMP is for a not to exceed fee of \$220,000. The County will provide the remaining \$20,000. Sufficient funds to cover the District's share have been allocated in the Fiscal Year 2002-03 Flood Control District Fund. Additional work within this allowance will not be performed without prior written authorization from the Director of Public Works.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The contracting process followed Public Works' standard procedures and complied with your Board's required provisions and legal requirements. A standard Consultant Services Agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring of qualified displaced County employees will be included.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for award of this Consultant Services Agreement, EIP Associates is willing to consider Greater Avenues for Independence Program participants for future employment.

EIP Associates is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program).

As required by your Board, language has been incorporated into the Consultant Services Agreement stating that the consultant shall notify its employees and shall require each subconsultant to notify its employees that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

ENVIRONMENTAL DOCUMENTATION

Awarding this Consultant Services Agreement will have no environmental impact. Any project that may be proposed in the BCWMP and pursued for construction or implementation will undergo the appropriate environmental review.

CONTRACTING PROCESS

On May 13, 2002, Public Works sent out Requests for Proposals (RFP), to firms from a Public Works list of qualified consultants. As requested by your Board on February 3, 1998, and to further increase consultant awareness of contracting opportunities with Public Works, the RFP was also advertised on the County's Office of Small Business website and placed in certain publications. On June 24, 2002, six proposals were deemed qualified for evaluation.

An Evaluation Committee evaluated these proposals based on technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. The Evaluation Committee consisted of Public Work's engineering staff as well as representatives from the City of Los Angeles, Santa Monica Bay Restoration Project, Ballona Creek Renaissance, and Vista del Mar Neighbors Association.

The proposals were evaluated and the top four firms were invited for a formal proposal and interview. The selection was done without regard to race, creed, color, or gender. The interviews were conducted on July 26, 2002, at which time the Evaluation Committee selected EIP Associates as the best qualified firm. The negotiated fees have been reviewed by Public Works and are considered reasonable for the services provided.

The Honorable Board of Supervisors
January 16, 2002
Page 4

Participation of Community Business Enterprises (CBE) in the project is encouraged through Public Works' CBE Outreach Program and the requirement that consultants demonstrate their good faith effort to utilize CBEs. EIP Associates is aware of Public Works' CBE Outreach Program and their proposed CBE participation is on file with Public Works.

In addition, the County Chief Information Officer has reviewed the project and determined that the information technology aspect is limited to established County standard software applications already in use at Public Works.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There is no adverse impact on current services.

CONCLUSION

Please return three approved copies of this letter to Public Works.

Respectfully submitted,

JAMES A. NOYES
Director of Public Works

JD:kk
A:\BallonaCreek.wpd\C747

cc: Chief Administrative Office
County Counsel